



Candidate Temporary Employment Offer

DATE: 10/27/2018

NAME: Hannah Bollar

ADDRESS: Burbank, CA

Dear Hannah :

Thank you for accepting a temporary assignment as Engine Programmer Intern at Unity Technologies ("Client"). This letter confirms the basic terms of your employment as a temporary VentureLoopHR LLC ("VentureLoop") payroll employee. Your employment is contingent on your successfully completing a criminal background check (if required by Client).

Your anticipated start date will be 06/03/2019 . Your initial assignment is expected to end 08/23/2019 .

Your employment with VentureLoop will be "*at will*," meaning that either you or VentureLoop may end the employment relationship, or a particular assignment, at any time, with or without cause or notice. This "at will" employment status cannot be modified by anyone other than the CEO of VentureLoop and then only if in writing signed by both you and the CEO. Neither this letter nor any other oral or written representations may be considered a contract of employment for any specific period of time.

You will be considered an employee of VentureLoop for the duration of this assignment. VentureLoop will withhold applicable federal, state and local taxes from your paychecks, and you will receive a Form W2 from VentureLoop at the end of each calendar year in which you received compensation under this offer. You may not enter into a direct employment or independent contractor relationship with Client while performing services under the terms of this employment agreement.

Compensation

Your rate of compensation for this assignment is \$ 50.00 USD per hour, less applicable withholdings and authorized deductions. Overtime will be paid in accordance with applicable state law. You will be paid on a bi-weekly basis in accordance with the VentureLoop payroll calendar. Please notify us if you change your address, phone number, email or bank account (if you are being paid by direct deposit). If for any reason you need to change your withholding for federal or state taxes, please login to the PrismHR online system to make your changes. Changes must be submitted seven (7) business days prior to the next payroll date upon which you wish them to take effect.

Time Sheets

Please complete your online VentureLoop Time Sheet on a weekly basis and submit it in the system for approval. You must have your hours authorized by 12:00 p.m. noon Pacific Time every Monday. The URL for login is <http://ventureloop.springahead.com>, and you will receive login instructions by email. IMPORTANT: Timesheet approval is your responsibility. You should follow up with your manager to ensure your timesheet is approved by 10:00 a.m. Pacific Time every Tuesday.

Benefits

As a temporary VentureLoop employee, you are not eligible for any VentureLoop benefits afforded to regular full-time employees, including health care, dental, vacation pay, sick leave and retirement savings plan benefits, unless mandated by federal, state or local law.

**Duties and Responsibilities**

You are responsible for complying with the Client's policies and procedures for its workforce and for carrying out your responsibilities as assigned by the Client. You must immediately inform VentureLoop of any changes in your responsibility, scope or the timing of your assignment, or if any changes to your work status occur, including an end to your assignment or an offer for regular employment by the Client.

You further understand and acknowledge that VentureLoop provides only the administrative functions regarding your employment, such as processing payroll and related matters. VentureLoop exercises no control over your work duties and responsibilities as assigned by the Client. When this temporary assignment ends, VentureLoop has no obligation to take steps to secure or otherwise offer another assignment to you.

If during your assignment you are asked to perform any duties not in compliance with this offer, or you are asked to perform duties that you consider illegal, unethical or prohibited by any laws or regulations, you must notify VentureLoop immediately.

As a temporary VentureLoop payroll employee you are not authorized to operate any Client machinery or automobiles, except small office equipment. VentureLoop's insurance does not cover loss, damage or liability which may be caused by such an operation.

You are not authorized to and shall not handle cash, negotiable instruments, or other valuables, or transport or convey monies, securities or any other negotiable instruments (including, but not limited to, delivering bank deposits to a bank or other institutions) for VentureLoop or the Client. Nor are you authorized to sign checks, financial statements or tax returns. You may not act as an agent or representative of VentureLoop or Client during your assignment, and you may not enter into contracts or agreements on behalf of VentureLoop or Client.

Authorization to Work

Please note that because of employer regulations adopted in the Immigration Reform and Control Act of 1986, within three (3) business days of starting your assignment you will need to present documentation to VentureLoop demonstrating that you have authorization to work in the United States. If you have questions about this requirement, which applies to U.S. citizens and non-U.S. citizens alike, you make contact VentureLoop's personnel office.

Arbitration

Any dispute, controversy or claim arising out of or relating to, the Services, this Agreement, its enforcement, arbitrability or interpretation, or because of an alleged breach, default, or misrepresentation in connection with any of its provisions, including any alleged violation of statute, common law or public policy shall be submitted to final and binding arbitration before JAMS before a single arbitrator, in accordance with the then-current JAMS Comprehensive Arbitration Rules and Procedures and the Federal Arbitration Act, as modified by the terms and conditions contained in this paragraph. By signing below, you agree to waive all rights to a jury trial and waive the right to pursue any class or representative claims to the maximum extent allowed by law. To the extent a class or representative claim may not be waived, you agree to stay any such claims until after all claims subject to arbitration are fully resolved. The arbitrator shall be selected by mutual agreement of the parties or, if the parties cannot agree, then by striking from a list of arbitrators supplied by JAMS. The arbitrator shall issue a written opinion stating the essential findings and conclusions on which the arbitrator's award is based. Each Party shall pay its own costs of arbitration. If, however, any party prevails on a statutory claim that affords the prevailing party attorneys' fees and costs, then the arbitrator may award reasonable attorneys' fees and costs to the prevailing party. Any dispute as to who is a prevailing party and/or the reasonableness of any fee or costs shall be resolved by the arbitrator. You may call JAMS at 1-800-352-5267 if you have any questions about the arbitration process.



Please feel free to contact VentureLoop with any questions or concerns you may have regarding your temporary employment or assignment.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jeremy McCarthy'.

Jeremy McCarthy
CEO, VentureLoopHR, LLC
700 Larkspur Landing Circle, Suite 199
Larkspur, CA 94939

I have read this offer letter and hereby acknowledge, accept, and agree with each of its terms as set forth above and further acknowledge that no other commitments were made to me as part of my employment offer, except as specifically set forth herein.

A handwritten signature in black ink, appearing to read 'Hannah Bollar'.

Signed _____

Print Name Hannah Bollar _____

Date 10/27/2018 _____